

TO: THE DIRECTOR, DEPARTMENT OF CONSUMER AND REGULATORY AFFAIRS, WASH. , D.C.

DATE _____

I hereby request the plans filed in your office under the name of _____
_____ To (erect) (alter) the following structure,

_____ Lot _____ Square _____,

premises: _____ be processed as provided in Section
107.12.1.1 of the D.C construction Codes Supplement of 1999, as amended, upon certification of the
plans by _____, who, to the best of my knowledge, is a
professional engineer, practicing in the field of structural engineering, and validly registered in the District
of Columbia.

Date _____

Signature _____ (Owner)

STRUCTURAL CERTIFICATION

I, _____, certify that I am a professional engineer practicing in the field of
structural engineering and duly registered in accordance with the provisions of Public Law 789 of the
81st Congress, and approved September 19, 1950, and that such registration is in full force and effect
and has not been suspended or revoked, and I do further certify that to the best of my knowledge and
belief the structural portion of the attached plans pertaining to the above inscribed structure complies in
every respect with the applicable requirements of BOCA Basic National Codes/ 1996, as amended by the
D.C Construction Codes Supplement of 1999, with particular reference to strength, stresses, loads,
stability and type of materials.

Signature _____
Registered Professional Engineer

Reg. No. _____

ACKNOWLEDGEMENT

I, _____, a notary public in and for _____
do hereby certify that _____ the person(s) who signed the foregoing
certificate, personally appeared before me in said _____,
the said _____ be personally well known to me as the person who signed the
certificate, and acknowledged the same to be his/her act and deed.

Given under my hand and seal this _____ day of _____, 20____

Notary Public _____

My Commission Expires _____ (Seal)

TO; THE DIRECTOR, Department of Consumer and Regulatory Affairs, Wash. , D.C
Application has been made to (erect) (alter) the above-mentioned structure. Plans have been filed in
accordance with the procedure outlined in your instructions, and a directive as to whether these plans
described above should be processed without a structural check as provided in Section 107.12.1.1 of the
D.C Construction Codes Supplement of 1999 as requested.

NOTED AND APPROVED FOR THE DIRECTOR
Department of Consumer and Regulatory Affairs

Structural Engineer

INSTRUCTIONS TO STRUCTURAL ENGINEERS FILING STRUCTURAL PLANS UNDER THE PROVISIONS OR SECTION 107.12.1.1 OF THE CONSTRUCTION CODES SUPPLEMENT OF 1999 AS AMENDED

1. Certifications will be accepted only from registered professional structural engineers certified by the District of Columbia Board of Registration for Professional Engineers.
2. The Director, Department of Consumer and Regulatory Affairs, may in his discretion, approve the structural portion of the plans for the erection or alteration of a building or other structure.
3. Applications with certified structural plans will be assigned for processing in chronological order along with other applications and plans. They will not be processed as a separate group, and certification shall not be used as a means of expediting an application through the Department.
4. Portions of plans not certified shall be checked as usual.
5. Each sheet of structural plans shall bear the signature of the certifying engineer under the following statement: "Structural plans certified as provided in Section 107.12.1.1 of the D.C construction Codes supplement as amended to date," together with his/her seal firmly impressed or stamped thereon.
6. Those structural shop details and drawings necessary to complete the structural plans and design shall also bear the signature and seal of the certifying structural engineer.
7. Structural plans so certified shall be on separate sheets from those showing other phase of work, shall be complete in every detail when filed and certified, and shall comply with all the provisions of the BOCA Basic National Building Code/ 1996, as amended by the D.C Construction Codes Supplement of 1999, as amended which provisions shall include, but shall not be limited to the following.
 - (a) Complete design with sizes, sections, and relative locations of various members, floor levels, column centers and beam spacing shall be dimensioned
 - (b) Column loads both for direct and bending stresses shall be tabulated
 - (c) Soil value used in design shall be indicated and reports of soil tests shown when required
 - (d) Live loads (uniform and concentrated) shall be shown
 - (e) Wind stresses when required by the D.C Code shall be shown
 - (f) Working stresses of materials used in the design shall be indicated
 - (g) Method of design shall be indicated
 - (h) Layout analysis and stress diagrams of trusses shall be shown
 - (i) Special system of construction and types of materials which are not specifically covered by the regulations but which have been approved by the Director, DCRA, under authority given in the Code shall be shown
8. When structural plans are filed and certified under the provisions of Section 107.12.1.1 of the DC Construction Codes Supplement of 1999 as amended, and it is later found that these plans are in serious conflict with the provisions of BOCA Basic National Building Code/ 1996, as amended by the D.C Construction Codes Supplement of 1999, the structural engineer who certified such plans will be referred to the Board of Registration for Professional Engineers, with the recommendation that appropriate action be taken as provided under Section 8, Paragraph (p) of the Professional Engineers Registration Act, Public Law 789, 81st Congress, approved September 19, 1950.

False statements or misrepresentation of facts on a permit application and or plans is subject to criminal penalties pursuant to dc law 22 - 2405